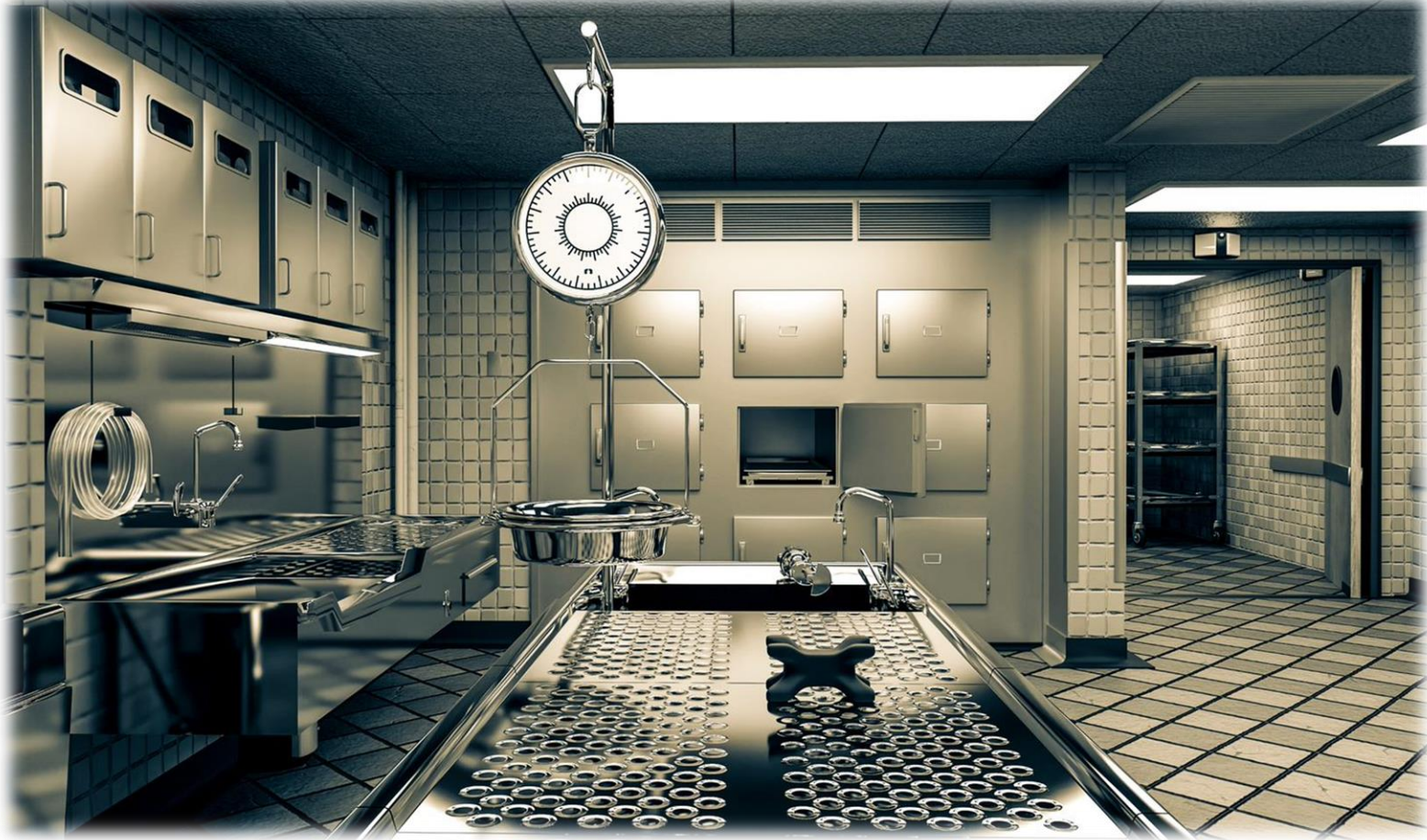


Mortuary Technician

Level 3 Apprenticeship Standard (ST0889)

Specification



This guide describes the different types of End-Point Assessment tests, the test rules and who should be involved. Preparing for End-Point Assessment and working with SIAS are also covered.

SIAS is the science industry assessment service. It is part of the Cogent Skills Group. For further information about apprenticeship standards and Trailblazers please contact info@siasuk.com.

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Qualification Objective

The aim of this qualification is to ensure that the apprentice is occupationally competent against the knowledge, skills and behaviours outlined in the assessment plan for this standard.

This occupation is found in the death care industry, typically within funeral organisations, NHS and private hospitals, Universities, Schools of Anatomy, private and public mortuaries.

A Funeral Mortuary Technician prepares, dresses and encoffins the deceased, ensuring that they are cared for and presented with dignity and respect in line with religious and cultural requirements.

An Anatomical Pathology Technologist assists with post-mortems, evisceration and dissection, removal of organs and tissue retrieval, and reconstruction of the deceased following post-mortem.

The broad purpose of the occupation for both options is to ensure the effective operation of the mortuary and to assist colleagues in providing dignified care of the deceased.

In their daily work, an employee in this occupation interacts with internal and external stakeholders for example, the deceased, relatives, funeral directors, embalmers, crematoria, cemeteries, funeral arrangers, funeral service operatives, drivers, embalmers, doctors, police, coroners, regulatory agencies (for example, Human Tissue Authority), religious/cultural leaders, bereavement services, midwives, trade organisations, hospital and care home staff, suppliers, managers.

An employee in this occupation will be responsible for three broad areas of work:

- ensuring that the deceased is cared for and presented with dignity and respect in line with religious and cultural requirements.
- ensuring the organisation of daily mortuary activities including mortuary governance for example, checking documentation, reviewing the condition of the deceased, infection control, monitoring equipment and consumables and ensuring that they are replenished and available as necessary.
- ensuring that work areas and equipment are sanitary and functional.

Mortuary technicians work as part of a team in either a funeral business, NHS or private hospital, University, School of Anatomy, private or public mortuary. They normally work set hours; however they may occasionally work unsociable hours if required by the business.

Prior Learning and Qualifications

There are no minimum entry requirements to be accepted onto this apprenticeship standard.

Overview

Mortuary technician is a core and options apprenticeship standard. Apprentices must be trained and assessed against the core and one specific option, either:

- Option 1: Funeral Mortuary Technician
- Option 2: Anatomical Pathology Technologist

Full-time apprentices will typically spend 18 months on-programme (before the gateway) working towards this occupational standard. All apprentices must spend a minimum of 12

months on-programme. All apprentices must spend a minimum of 20% of on-programme time undertaking off-the-job training.

Performance in the EPA will determine the overall apprenticeship standard grade of fail, Pass or Distinction.

Competence Evaluation

During the apprenticeship, regular evaluation of the competence of the apprentice against the apprenticeship standard will help to ensure that they achieve full occupational competence by the end of their training, and they are ready for End-Point Assessment. Confirmation from the employer that the apprentice is fully competent is needed before End-Point Assessment can take place.

As competence evaluation is an in-programme activity, the process that is used for this has not been mandated. It is for the employer supported by their training provider to decide how they wish to do this. To help with this SIAS has produced the SIAS Competence Tracker.

Gateway Requirements

Before starting EPA, an apprentice must meet the gateway requirements. For this apprenticeship they are:

- the employer must be content that the apprentice is working at or above the occupational standard.
- apprentices must have achieved all qualifications mandated in the mortuary technician occupational standard.

The qualification required is:

- RSPH Level 3 Diploma in Healthcare Science (Anatomical Pathology Technologist)
- apprentices must have achieved English and mathematics Level 2
- a portfolio of evidence

SIAS must confirm that all required gateway evidence has been provided and accepted as meeting the gateway requirements. Once this has been confirmed, the EPA period starts. This EPA should then be completed within an EPA period lasting typically for 3 months.

Assessment Methods

The EPA consists of 2 discrete assessment methods:

1. Observation with Questions.
2. Professional Discussion underpinned by a portfolio of evidence.

Observation with Questions

An observation with questions involves an End-Point Assessor observing and questioning an apprentice undertaking work as part of their normal duties, in the workplace. This allows for a demonstration of the KSBs through naturally occurring evidence. The observation must be of an apprentice completing their usual work and simulation is not permitted.

SIAS will arrange for the observation to take place, in consultation with the employer.

The observation with questions must take 2 hours. The time for questioning is included in the overall assessment time.

The End-Point Assessor has the discretion to increase the time of the observation with questions by up to 10% to allow the apprentice to complete a task or respond to a question if necessary.

The observation with questions may be split into discrete sections held over a maximum of 1 working day. The length of a working day is typically considered to be 7.5 hours.

Where breaks occur, they will not count towards the total assessment time.

One End-Point Assessor may observe only one apprentice at any one time, to ensure quality and rigour. SIAS will give an apprentice 2 weeks' notice of the observation.

Apprentices must be provided with information on the format of the observation, including the timescales they will be working to before the start of the observation. The time taken to give this information is exclusive of the assessment time. The following core activities must be observed during the observation:

Core activities:

Setting up the mortuary environment, cleaning prior to and following care of the deceased, quality checks and completion of necessary documentation.

Depending on the specialism chosen, apprentices should be observed conducting the following:

Option 1: Funeral Mortuary Technician:

Preparation of the deceased such as washing, feature setting, orifice packing, dressing, application of cosmetics, personal grooming, any specific individual requirements including respecting religious and cultural beliefs, preparing the deceased for viewing, preparing families to view the deceased.

Option 2: Anatomical Pathology Technologist:

Prepare the deceased and assist with the post-mortem examination, such as external checks (checking for bruising, jaundice, trauma, implanted devices,) evisceration, tissue retrieval and reconstruction of the deceased following a post-mortem.

Where apprentices are assisting colleagues, the End-Point Assessor must ensure that the apprentice is assessed solely on their contribution to the activity.

Questions must be asked. The purpose of questioning is to test the apprentice's breadth and depth of underpinning knowledge against the grading descriptors.

As only naturally occurring work is observed, those KSBs that the apprentice did not have the opportunity to demonstrate can be assessed via questioning, although these should be kept to a minimum.

The End-Point Assessor must ask a minimum of 8 open questions. They may ask follow-up questions where clarification is required.

The questions can be asked by the End-Point Assessor both during and after work completion. To remain as unobtrusive as possible, End-Point Assessors should ask questions during natural stops between tasks and/or after completion of work rather than disrupting the apprentice's flow.

The performance observed and responses to questions will be assessed holistically, against the grading descriptors for this assessment method.

This assessment method is graded Fail, Pass or Distinction.

Observation with Questions Grading Descriptors

KSBs	Pass	Distinction
<p>Health, safety, hygiene and infection control</p> <p>Core</p> <p>K1 K2 K6 K10 S1 S8 S20</p>	<p>Core</p> <p>P1 Applies legislative, regulatory, and organisational standards in all mortuary activities. This includes adherence to standard operating procedures K1 K2 S1</p> <p>P2 Triages the deceased in line with organisational procedure, checking and recording identification, condition and treatment required. Applies manual handling procedures and safe working practices with the deceased, minimising the risk of infection based on the limits of their authority. K6 K10 S8 S20</p>	
<p>Care and preparation of the deceased</p> <p>Core</p> <p>K5 K14 K15 K19 S3 S7 S9 S12 S13 S17 S21 S25 B1 B2 B3 B4</p>	<p>Core</p> <p>P3 Conducts the identification of the deceased, checking condition, performing quality checks and recording personal effects in line with organisational procedures and maintaining professionalism whilst minimising deceased deterioration. Escalates incidences of deterioration based on the limits of their authority. S7 S9 S17 B2 K5</p> <p>P4 Completes and processes all relevant paperwork, including using the organisation’s database and systems for recording the journey of the deceased, in line with organisational standards. Pays close attention to detail and the specific needs of the individual, prioritising workload accordingly. K14 K19 S3 S25 B3 B4</p>	<p>Core</p> <p>D1 Investigates the root cause of deterioration and makes recommendations on how to prevent in future cases. K5 S9</p>

KSBs	Pass	Distinction
	<p>P5 Cleans, disinfects and carries out care of the deceased with dignity and respect at all times. Disposes of or returns soiled items according to organisational procedure. K15 S12 S13 B1</p> <p>P6 Prepares the deceased for release and completes final quality checks according to organisational procedures before the deceased leaves the mortuary. S21</p>	<p>Core</p> <p>D2 Advocates care, dignity and respectful behaviour towards colleagues and the deceased at all times. K15 B1</p>
<p>Control of the mortuary environment</p> <p>Core</p> <p>K4 K18 S4 S10 S14 S15 S16 S18 S19 B5</p>	<p>Core</p> <p>P7 Sets up the Mortuary area and conducts opening checks to ensure the area is safe and ready for use. Cleans according to the schedule, reporting issues as necessary. K4 S4 S18</p> <p>P8 Co-ordinates the flow of activity through the mortuary, assisting the wider mortuary team escalating where necessary, adapting communication methods and tools to suit individual needs and changes in circumstances. K18 S10 S15 S16 S19</p> <p>P9 Prioritises workload based on deceased condition and business requirements acting with sensitivity and empathy when considering family member and client requests. S14 B5</p>	<p>Core</p> <p>D3 Monitors the activities within the mortuary area, adapting prioritisation to promote positive outcomes. S14</p>
<p>FMT</p> <p>K22 K23 K24 K25 K26 S26 S27 S28 S29 S30 S31</p>	<p>FMT option</p> <p>P10 Prepares the deceased in readiness for embalming. Implements the specific needs of the deceased by closing eyes and</p>	

KSBs	Pass	Distinction
	<p>mouth, packing orifices, carrying out personal grooming, application of cosmetics, dressing in line with client wishes and organisational standards. K22 K23 K24 K25 S27 S29 S30</p> <p>P11 Performs tasks as specified by the embalmer to support the embalming of a deceased, this includes measuring the deceased to consider size and weight implications and communicate any concerns to the appropriate person. Checks identification of the deceased at every interaction. K26 S26 S28 S31</p>	
<p>APT K30 K32 K33 S32 S33 S34 S35 S36 S37</p>	<p>APT option</p> <p>P12 Carries out the required document checks for post-mortem examination and consent in line with organisational procedures. Conducts an external examination of the deceased and prepares the deceased for a post-mortem ensuring the pathologist requirements are met. K32 K33 S32 S33</p> <p>P13 Carries out the evisceration, dissection and tissue retrieval and recording of a deceased person under supervision of the pathologist in line with legislative and organisational requirements. K30 S34 S37</p> <p>P14 Carries out the examination of dissected organs and structures and the reconstruction of a deceased person following routine and specialist post-mortem examination</p>	

KSBs	Pass	Distinction
	in line with organisational requirements. S35 S36	

Fail – An apprentice will fail where they do not demonstrate all the pass descriptors.

Observation with Questions Knowledge, Skills and Behaviours

Ref	Grading descriptor
Knowledge	
K1	Industry standards, regulations and legislation relating to mortuary procedures and governance
K2	Organisational policies, protocols and standard operating procedures, systems and applications
K4	The importance of ensuring the Mortuary area is safely set up
K5	The identification and prevention of further deterioration and decomposition of the deceased and the process to escalate issues
K6	The importance of infection control and how to prevent and control the spread of infection within the workplace
K10	The limits of own responsibilities
K14	The organisation’s databases and systems for recording the journey of the deceased and their care information
K15	The importance of treating each deceased with dignity and respect at all times
K18	Methods of communication
K19	The importance of and how to complete and process all relevant paperwork
Pathway Specific Knowledge – Funeral Mortuary Technician	
K22	Mouth and eye closure techniques
K23	How to, and the reasons for packing orifices
K24	Personal grooming techniques in the care of the deceased including cosmetic application
K25	Dressing techniques and rituals in the care of the deceased
K26	The embalming process and specific requirements when supporting the embalmer
Pathway Specific Knowledge – Anatomical Pathology Technologist	
K30	The procedure to record and retrieve tissue from a deceased person
K32	The documentation requirements for post-mortem examination consent and subsequent procedures
K33	The specific requirements when supporting the pathologist

Ref	Grading descriptor
Skills	
S1	Follow safe operating procedures to monitor and maintain the safety and hygienic condition of equipment and mortuary
S3	Complete all relevant documents for each deceased in line with organisational system requirements, reporting any discrepancies to the appropriate person
S4	Carry out opening checks to ensure mortuary environment is safe and ready for use
S7	Carry out correct identification of the deceased, checking condition and recording personal effects and details on organisational database/system as required
S8	Triage the deceased by assessing, prioritising and carrying out initial care as necessary and permitted within scope of practice
S9	Complete on-going assessments, acting on and communicating any issues arising
S10	Monitor the available spaces and communicate to line manager in line with organisational procedures
S12	Dispose of or return soiled items according to legislation and organisational procedures
S13	Carry out cleaning and disinfection processes in the care of the deceased according to client wishes
S14	Prioritise workload to meet business and client demands
S15	Demonstrate the use of communication methods, tools and skills, adapting technique and style to suit the individual
S16	Monitor the progress of the deceased through the mortuary area reporting any issues to the appropriate person
S17	Carry out quality checks at every interaction with the deceased
S18	Carry out cleaning schedule in line with organisational requirements, reporting any issues to the appropriate person
S19	Assist other colleagues within the mortuary environment as and when required
S20	Apply manual handling and safe working practices in the completion of duties
S21	Prepare the deceased for release and complete final quality checks before the deceased leaves the mortuary
S25	Prioritise workload considering initial assessment of the deceased, business, family members and client requirements, timescales and collaborate with the wider team
Pathway Specific Skills – Funeral Mortuary Technician	

Ref	Grading descriptor
S26	Accurately measure the deceased considering size and weight implications, communicate any concerns to the appropriate person
S27	Prepare the deceased for embalming
S28	Support the embalmer in the embalming process
S29	Carry out preparation of the deceased for example, washing, feature setting, orifice packing, dressing, application of cosmetics, personal grooming and any specific individual requirements respecting religious and cultural beliefs
S30	Implement family-specific and cultural needs and wishes
S31	Carry out identification and personal effect checks at every interaction with the deceased
Pathway Specific Skills – Anatomical Pathology Technologist	
S32	Prepare the deceased for post-mortem examination
S33	Carry out external examination of the deceased
S34	Carry out evisceration and dissection of the deceased under the direction of supervisory staff
S35	Carry out examination of dissected organs and structures
S36	Carry out reconstruction of the deceased following post-mortem examination
S37	Carry out procedures for tissue retrieval and recording under the direction of supervisory staff
Behaviours	
B1	Treat colleagues and the deceased with respect and dignity
B2	Maintain professionalism at all times
B3	Be considerate of the diverse needs of individuals
B4	Demonstrate attention to detail
B5	Demonstrate empathy and sensitivity

Professional Discussion underpinned by a portfolio of evidence.

This assessment will take the form of a professional discussion which will be appropriately structured to draw out the best of the apprentice’s competence and excellence and cover the KSBs assigned to this assessment method. A professional discussion is a two-way discussion which involves both the End-Point Assessor and the apprentice actively listening and participating in a formal conversation. It gives the apprentice the opportunity to make detailed and proactive contributions to confirm their competency across the KSBs mapped to this method.

An End-Point Assessor will conduct and assess the professional discussion underpinned by a portfolio.

The professional discussion must last for 60 minutes. The End-Point Assessor has the discretion to increase the time of the professional discussion by up to 10% to allow the apprentice to complete their last answer.

The professional discussion will have a minimum of 8 open questions (2 questions per theme).

The purpose of the questions will be to cover the following topics:

- risk assessments
- equipment and supplies
- specific needs of individuals
- self-development

Apprentices must be given at least 2 weeks' notice of the date and time of the professional discussion underpinned by a portfolio. End-Point Assessors must be given at least 2 weeks to review the portfolio in preparation for the professional discussion.

Questions will be open, and competence based. Additional follow up questions are allowed, to seek clarification and to make a judgement against the grading descriptors.

Apprentices must have access to their portfolio of evidence during the professional discussion. Apprentices can refer to and illustrate their answers with evidence from their portfolio, however the portfolio of evidence is not directly assessed.

Apprentices are expected to understand and use relevant occupational language that would be typical of a competent person in this occupation.

Portfolio of evidence requirements:

Apprentices must compile a portfolio of evidence during the on-programme period of the apprenticeship.

- it must contain evidence related to the KSBs that will be assessed by the professional discussion.
- the portfolio of evidence will typically contain 12 discrete pieces of evidence.
- evidence should be mapped by the apprentice against the KSBs assessed by the professional discussion.
- evidence may be used to demonstrate more than one KSB; a qualitative as opposed to quantitative approach is suggested.
- evidence sources may include:
 - workplace documentation, for example workplace policies/procedures, records.
 - witness statements.
 - annotated photographs.
 - video clips (maximum total duration 10 minutes); the apprentice should always be in view and identifiable.

This is not a definitive list; other evidence sources are possible.

- it should not include any methods of self-assessment.
- any employer contributions should focus on direct observation of performance (for example witness statements) rather than opinions.

- the evidence provided must be valid and attributable to the apprentice; the portfolio of evidence must contain a statement from the employer and apprentice confirming this.
- the portfolio of evidence must be submitted to SIAS at the gateway.

The portfolio of evidence is not directly assessed. It underpins the professional discussion and therefore will not be marked by SIAS. SIAS will review the portfolio in preparation for the professional discussion but are not required to provide feedback after this review of the portfolio.

Evidence from the professional discussion will be assessed holistically using the grading descriptors for this assessment method.

This assessment method is graded Fail, Pass or Distinction.

Professional Discussion Grading Descriptors

KSBs	Pass	Distinction
Risk assessments Core K7 K8 K9 K11 K12 K13 S11 B6	Core P1 Explains how to carry out risk assessments in line with scope of practice, detailing how to be adaptable and flexible in the approach to mitigating risks caused by chemical exposure, excessive size, and weight of the deceased. Explains how to raise concerns and report faults following risk assessments. K7 K8 K9 K11 S11 B6 P2 Outlines the procedures and implications of the removal of implants and medical equipment. Describes when these procedures should be escalated to reduce risks. K12 K13	
Equipment and supplies Core K3 S2 S5 S6	Core P3 Explains how to ensure that the mortuary environment is safely set up, considering stock levels, stock rotation, the ordering of supplies within scope of practice and the organisation of repair and replacement of faulty/damaged equipment. K3 S2 S5 S6	Core D1 Articulates the variants in stock levels required at different times and acts in accordance with demand. K3 S5
Self-development Core	Core P4 Explains how coaching, mentoring and best practice is used	Core

KSBs	Pass	Distinction
K16 K17 S23 S24 S22	to ensure the standard of care in the mortuary is maintained, and the impact this has on the team and mortuary environment. K17 S22 S24 P5 Outlines their self-development needs and how they maintain continuous development by identifying development opportunities. K16 S23	D2 Analyses the impact that poor practice could have on the team and customer perception. S24
Specific needs of individuals FMT K20 K21	FMT P6 Describes how they meet the individual needs of clients and family members in line with organisational procedures. Explains the impact that these requirements may have on the deceased's time in the mortuary environment. K21 P7 Explains the specific legal implications concerning specialist funeral services. K20	FMT D3 Analyses the impact that failing to adapt to individual needs might have on the organisation. K21
Specific needs of individuals APT K27 K28 K29 K31	APT P8 Explains how they use their knowledge of the structures and systems in the human body when assisting in the pathology processes in routine and specialist post-mortems. K27 K28 K31 P9 Explains the structure and life cycles of bacteria, protozoa, fungi and viruses and the effect that this has on the human body. K29	APT D4 Analyses the impact that failing to adapt to the individual needs of the case may have on the pathology process. K27 K28

Fail – An apprentice will fail where they do not demonstrate all the pass descriptors.

Professional Discussion Knowledge, Skills and Behaviours

Ref	Grading descriptor
Knowledge	
K3	The required stock levels for consumables and sundries based on scope of practice

Ref	Grading descriptor
K7	The risks and control of chemical exposure
K8	The implications of excessive size and weight of the deceased and how to safely handle the deceased
K9	Risk assessments and the employee's responsibilities in line with organisational standards
K11	The equipment available to support and mitigate risks, how and when to utilise the equipment and how to report faults
K12	How and when to safely remove medical equipment from the deceased
K13	The implications of implants, when to remove from the deceased and escalation procedures
K16	The importance of continuous professional development and how to research opportunities for development
K17	Coaching and mentoring methods
Pathway Specific Knowledge – Funeral Mortuary Technician	
K20	The legal implications surrounding specialist funeral services such as burial, cremation and repatriation
K21	The individual needs of clients and family members and the impact that these have on the deceased's time in mortuary care (such as: cultural, religious, age, gender requirements)
Pathway Specific Knowledge – Anatomical Pathology Technologist	
K27	The anatomical structure of the human body
K28	The physiology of anatomical systems in the human body
K29	The structure and life cycles of bacteria, protozoa, fungi and viruses of relevance to human health
K31	The requirements for specialist post-mortem examinations
Skills	
S2	Organise the repair and replacement of faulty / damaged equipment if necessary
S5	Carry out stock rotation, control and replenishment in line with organisational systems and procedures
S6	Order supplies as required within limits of authority
S11	Complete necessary risk assessments on equipment and mortuary environment as required in line with organisational procedures
S22	Monitor the standard of care within the mortuary, identifying training and development needs and reporting to the appropriate person

Ref	Grading descriptor
S23	Identify areas for self-development and maintain continuous professional development
S24	Demonstrate and share best practice with the team
Behaviours	
B6	Be adaptable and flexible to situations as they arise

Final Grade

All assessment methods are weighted equally in their contribution to the overall EPA grade.

Performance in the EPA will determine the apprenticeship grade of Fail, Pass, or Distinction.

End-Point Assessors will individually grade each assessment method. SIAS will combine the individual assessment method grades to determine the overall EPA grade.

Apprentices who fail one or more assessment method will be awarded an overall EPA ‘Fail.’

To gain an overall EPA ‘Pass,’ apprentices must achieve a Pass in all the assessment methods.

To achieve an overall EPA ‘Distinction,’ apprentices must achieve a Distinction in all the assessment methods.

Grades from individual assessment methods will be combined in the following way to determine the grade of the EPA as a whole:

Observation with Questions	Professional Discussion	Overall Grading
Fail	Fail	Fail
Fail	Pass	Fail
Pass	Fail	Fail
Pass	Pass	Pass
Pass	Distinction	Pass
Distinction	Pass	Pass
Distinction	Distinction	Distinction

Moderation

Assessment organisations will undertake moderation of End-Point Assessor decisions through observations and examination of documentation on a risk sampling basis. Results cannot be confirmed until moderation has been completed.

Re-takes / re-sits.

Apprentices who fail one or more assessment method(s) will be offered the opportunity to take a re-sit or a re-take at the employer’s discretion. The apprentice’s employer will need to agree that either a re-sit or re-take is an appropriate course of action.

A re-sit does not require further learning, whereas a re-take does.

Apprentices should have a supportive action plan to prepare for a re-sit or a re-take.

The timescales for a re-sit/re-take is agreed between the employer and SIAS. A re-sit is typically taken within 2 months of the EPA outcome notification. The timescale for a re-take is dependent on how much re-training is required and is typically taken within 4 months of the EPA outcome notification.

All assessment methods must be taken within a 6-month period, otherwise the entire EPA will need to be re-sat/re-taken.

Re-sits and re-takes are not offered to apprentices wishing to move from pass to a higher grade.

Where any assessment method has to be re-sat or re-taken, the apprentice will be awarded a maximum EPA grade of pass, unless SIAS determines there are exceptional circumstances requiring a re-sit or re-take.

Certification

The outcomes from the End-Point Assessment will be reviewed and a grade conferred by SIAS in accordance with SIAS QA procedures, which are available from SIAS. SIAS will notify the employer of the outcome of each of the assessments.

SIAS will apply for the apprentice’s certificate, which will be sent by ESFA. The certificate confirms that the apprentice has passed the End-Point Assessment, has demonstrated full competency across the standard and is job-ready.

Assessment Specification

The assessment specification can be found in the published assessment plan for the standard. Details of which elements of the apprenticeship standard will be tested by each test are given in the Mapping knowledge, skills, and behaviours section of this guide.

Mapping of knowledge, skills, and behaviours

Key:	
Observation with Questions	Obs
Professional Discussion underpinned by a portfolio of evidence	PD

Ref	KSB to be assessed	Assessment Method
Knowledge		
K1	Industry standards, regulations and legislation relating to mortuary procedures and governance	Obs
K2	Organisational policies, protocols and standard operating procedures, systems and applications	Obs
K3	The required stock levels for consumables and sundries based on scope of practice	PD
K4	The importance of ensuring the Mortuary area is safely set up	Obs

Ref	KSB to be assessed	Assessment Method
K5	The identification and prevention of further deterioration and decomposition of the deceased and the process to escalate issues	Obs
K6	The importance of infection control and how to prevent and control the spread of infection within the workplace	Obs
K7	The risks and control of chemical exposure	PD
K8	The implications of excessive size and weight of the deceased and how to safely handle the deceased	PD
K9	Risk assessments and the employee's responsibilities in line with organisational standards	PD
K10	The limits of own responsibilities	Obs
K11	The equipment available to support and mitigate risks, how and when to utilise the equipment and how to report faults	PD
K12	How and when to safely remove medical equipment from the deceased	PD
K13	The implications of implants, when to remove from the deceased and escalation procedures	PD
K14	The organisation's databases and systems for recording the journey of the deceased and their care information	Obs
K15	The importance of treating each deceased with dignity and respect at all times	Obs
K16	The importance of continuous professional development and how to research opportunities for development	PD
K17	Coaching and mentoring methods	PD
K18	Methods of communication	Obs
K19	The importance of and how to complete and process all relevant paperwork	Obs
Pathway Specific Knowledge – Funeral Mortuary Technician		
K20	The legal implications surrounding specialist funeral services such as burial, cremation and repatriation	PD
K21	The individual needs of clients and family members and the impact that these have on the deceased's time in mortuary care (such as: cultural, religious, age, gender requirements)	PD
K22	Mouth and eye closure techniques	Obs
K23	How to, and the reasons for packing orifices	Obs

Ref	KSB to be assessed	Assessment Method
K24	Personal grooming techniques in the care of the deceased including cosmetic application	Obs
K25	Dressing techniques and rituals in the care of the deceased	Obs
K26	The embalming process and specific requirements when supporting the embalmer	Obs
Pathway Specific Knowledge – Anatomical Pathology Technologist		
K27	The anatomical structure of the human body	PD
K28	The physiology of anatomical systems in the human body	PD
K29	The structure and life cycles of bacteria, protozoa, fungi and viruses of relevance to human health	PD
K30	The procedure to record and retrieve tissue from a deceased person	Obs
K31	The requirements for specialist post-mortem examinations	PD
K32	The documentation requirements for post-mortem examination consent and subsequent procedures	Obs
K33	The specific requirements when supporting the pathologist	Obs
Skills		
S1	Follow safe operating procedures to monitor and maintain the safety and hygienic condition of equipment and mortuary	Obs
S2	Organise the repair and replacement of faulty / damaged equipment if necessary	PD
S3	Complete all relevant documents for each deceased in line with organisational system requirements, reporting any discrepancies to the appropriate person	Obs
S4	Carry out opening checks to ensure mortuary environment is safe and ready for use	Obs
S5	Carry out stock rotation, control and replenishment in line with organisational systems and procedures	PD
S6	Order supplies as required within limits of authority	PD
S7	Carry out correct identification of the deceased, checking condition and recording personal effects and details on organisational database/system as required	Obs
S8	Triage the deceased by assessing, prioritising and carrying out initial care as necessary and permitted within scope of practice	Obs
S9	Complete on-going assessments, acting on and communicating any issues arising	Obs

Ref	KSB to be assessed	Assessment Method
S10	Monitor the available spaces and communicate to line manager in line with organisational procedures	Obs
S11	Complete necessary risk assessments on equipment and mortuary environment as required in line with organisational procedures	PD
S12	Dispose of or return soiled items according to legislation and organisational procedures	Obs
S13	Carry out cleaning and disinfection processes in the care of the deceased according to client wishes	Obs
S14	Prioritise workload to meet business and client demands	Obs
S15	Demonstrate the use of communication methods, tools and skills, adapting technique and style to suit the individual	Obs
S16	Monitor the progress of the deceased through the mortuary area reporting any issues to the appropriate person	Obs
S17	Carry out quality checks at every interaction with the deceased	Obs
S18	Carry out cleaning schedule in line with organisational requirements, reporting any issues to the appropriate person	Obs
S19	Assist other colleagues within the mortuary environment as and when required	Obs
S20	Apply manual handling and safe working practices in the completion of duties	Obs
S21	Prepare the deceased for release and complete final quality checks before the deceased leaves the mortuary	Obs
S22	Monitor the standard of care within the mortuary, identifying training and development needs and reporting to the appropriate person	PD
S23	Identify areas for self-development and maintain continuous professional development	PD
S24	Demonstrate and share best practice with the team	PD
S25	Prioritise workload considering initial assessment of the deceased, business, family members and client requirements, timescales and collaborate with the wider team	Obs
Pathway Specific Skills – Funeral Mortuary Technician		
S26	Accurately measure the deceased considering size and weight implications, communicate any concerns to the appropriate person	Obs
S27	Prepare the deceased for embalming	Obs
S28	Support the embalmer in the embalming process	Obs

Ref	KSB to be assessed	Assessment Method
S29	Carry out preparation of the deceased for example, washing, feature setting, orifice packing, dressing, application of cosmetics, personal grooming and any specific individual requirements respecting religious and cultural beliefs	Obs
S30	Implement family-specific and cultural needs and wishes	Obs
S31	Carry out identification and personal effect checks at every interaction with the deceased	Obs
Pathway Specific Skills – Anatomical Pathology Technologist		
S32	Prepare the deceased for post-mortem examination	Obs
S33	Carry out external examination of the deceased	Obs
S34	Carry out evisceration and dissection of the deceased under the direction of supervisory staff	Obs
S35	Carry out examination of dissected organs and structures	Obs
S36	Carry out reconstruction of the deceased following post-mortem examination	Obs
S37	Carry out procedures for tissue retrieval and recording under the direction of supervisory staff	Obs
Behaviours		
B1	Treat colleagues and the deceased with respect and dignity	Obs
B2	Maintain professionalism at all times	Obs
B3	Be considerate of the diverse needs of individuals	Obs
B4	Demonstrate attention to detail	Obs
B5	Demonstrate empathy and sensitivity	Obs
B6	Be adaptable and flexible to situations as they arise	PD

Further Information

For information about SIAS policies, quality assurance, re-sits, appeals, complaints and general enquiries please see our website: www.siasuk.com

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